

REGULAR MEETING OF THE JASPER COUNTY BOARD OF COMMISSIONERS
November 2, 2015

The Jasper County Board of Commissioners met this date at 8:15 A.M. in the Commissioners' Room, Suite 202, of the Jasper County Courthouse located at 115 West Washington Street, Rensselaer, Indiana, with the following members present: Kendell Culp, Richard E. Maxwell and James A. Walstra. Also present was the Auditor of Jasper County, Kimberly K. Grow; Deputy Auditor, Donna J. Horner; Highway Engineer/Supervisor, Jack R. Haberlin and the Attorney who represents the Commissioners, Eric Beaver. The meeting was called to order and those present stood and recited the Pledge of Allegiance led by Laura Long, a retired Major with the US Army. Ms. Long is a registered nurse and treated those wounded in the war against terrorism.

CLAIMS: Mr. Maxwell had a question in regards to the claim for quarterly expenses in the amount of \$482.40 turned in by the Jasper County Economic Development Organization. No itemized receipts were turned in with the claims to verify the expenses. Mr. Maxwell made the motion to approve the claims as presented with the exception of Claim #86328 in the amount of \$482.40. Mr. Walstra seconded and the motion carried.

PAYROLL CLAIM & ALLOWANCE DOCKETS: Mr. Walstra made the motion to approve the Payroll Claim & Allowance Dockets for the check dates equal to October 15, 2015 and October 30, 2015. Mr. Maxwell seconded and the motion carried.

MINUTES: Mr. Culp stated that under the "Motorola / Agreement" section, the fund should be the Drug Interdiction Fund rather than the Drug Free Fund. Mr. Walstra made the motion to approve the Minutes of the Regular Meeting held on October 5, 2015 with the correction. Mr. Maxwell seconded and the motion carried.

LAKE COUNTY DETENTION CENTER / CONTRACT: Mike Spangler, Chief Probation Officer, presented the yearly contract for the Lake County Juvenile Detention Center. Mr. Spangler reported that this is the second year for the contract and no changes have been made. Attorney Beaver has reviewed the contract. The contract is for 100 bed days. Mr. Maxwell made the motion to approve the contract. Mr. Walstra seconded and the motion carried.

MEMORANDUM OF UNDERSTANDING / SWCD: Jim Martin, Soil & Water Conservation District, presented a Memorandum of Understanding between Jasper County and the SWCD in regards to funding for the Watershed Specialist. According to the agreement, the County provides a salary equal to a Courthouse Deputy's salary rate. The SWCD provides an additional amount of approximately \$12,000.00 per year. The MOU will be for two years. Mr. Walstra made the motion to approve the two-year agreement with SWCD. Mr. Maxwell seconded and the motion carried.

PUBLIC HEARING / SPEED LIMIT ON CR 600W: A public hearing was held for the purpose of establishing a maximum speed limit of thirty five (35) miles per hour on County Road 600W between County Road 1100 North and County Road 1200 North. There was no public comment. Mr. Maxwell made the motion to approve **Ordinance No. 11-2-2015B**. Mr. Walstra seconded and the motion carried.

ANIMAL CONTROL / DIRECTOR: Pat Williamson was present on behalf of the Animal Control Board. Mr. Williamson stated that the Board has made the recommendation to remove Mitzi Risner, Animal Control Director, from her employment with the County. Mr. Walstra made the motion to approve the recommendation of the Animal Control Board. Mr. Maxwell seconded and the motion carried.

Mr. Williamson stated that the second recommendation from the Board is to hire Mark Sinclair as the Probationary Director for six (6) months. Mr. Sinclair is a past employee with the City of Rensselaer for 14 years and currently works at ConAgra for the past 8 years. The Board feels that Mr. Sinclair would be a good addition to Animal Control for stability and long-term employment. Mr. Maxwell made the motion to approve the offering of employment as Director to Mark Sinclair. Mr. Walstra seconded and the motion carried.

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RESOLUTION / COMMISSIONERS' SALE OF TAX SALE CERTIFICATES: Glen Luedtke, SRI Incorporated, was present to discuss the results of the recent tax sale. There were 148 properties that were confirmed that qualified for the sale. Of the 148 properties, 39 paid prior to the sale, 79 were offered, and 23 were sold. \$110,000.00 was basically generated in collecting taxes from those 62 property owners. We still have \$381,000.00 that is still outstanding. A list of the unsold properties was distributed for review. Of these properties, 49 of the 56 are in Lake Holiday. In that, they range from \$1,200.00 to \$19,000.00. Mr. Luedtke stated that Mr. Rose, the park owner (Lake Holiday), has indicated that he is interested in buying all of the lots. A Resolution to establish the intent to conduct a Commissioners' sale to sell tax sale certificates for properties that are severely delinquent in payment of property taxes was distributed. Mr. Luedtke suggested that the other remaining seven (7) properties be offered at \$40.00 apiece at the certificate sale. Mr. Walstra made the motion to approve **Resolution 11-02-2015** establishing the intent to conduct a Commissioners' sale to sell tax sale certificates. Mr. Maxwell seconded and the motion carried.

SUPER TANKERS: Mike Flint, Consultant for Fair Oaks Dairy, explained that some of their facilities in Michigan have been going to what we call a super tanker. We would be the first in the State of Indiana. Mr. Flint stated that he has been working for the past year with INDOT because a majority of our miles will be on a state road. The permits will initially be yearly and be given on a per truck per route basis. Mr. Flint stated that the tanker itself will be 100,000 lbs and no more than 103,000 lbs will fit on the tanker. There will be basically 8 axels carrying 13,000 lbs each, 2 axels carrying 16,000 lbs. each and 1 axel over the steering wheel. To put it in perspective, the current tankers are roughly 6,000 gallons. The supertankers will be 12,000 gallons. They have found that what causes damage to the roads is the weight per axel load. Currently, we are carrying approximately 34,000 lbs. per axel. As you can see, this will significantly reduce that amount. Some extreme modifications will need to be made to some of the barns in order to fit these tankers inside. Mr. Walstra expressed concern with the amount of weight that will be placed on the two axels while turning. Further discussion took place. Mr. Culp asked when this would start? Mr. Flint replied that it will take at least 9-12 months. Mr. Walstra made the motion to approve the request for the expanded tankers to be used on the roadways that are designated with the stipulation that Select Milk Producers will take care of any issues that arise with the corners or damage to the roadways. Mr. Maxwell seconded and the motion carried.

BID OPENING / AMBULANCE SERVICES FOR 2016 AND 2017: The following bids for ambulance services for 2016 and 2017 were opened at 9:00 A.M.

1. Prompt Ambulance Service	\$ 210,000.00 / Annual	\$ 17,500.00 / Monthly
2. Lake Shore EMS	\$ 204,000.00 / Annual	\$ 17,000.00 / Monthly
3. Superior	No actual figure was included within the bid packet	
4. Franciscan Alliance	\$ 350,000.00 / Annual (Year 1)	
	\$ 260,000.00 / Annual (Year 2)	

Mr. Maxwell made the motion to take all bids under advisement. Mr. Walstra seconded and the motion carried.

GUARANTEED SAVINGS PROJECT / COURTHOUSE: Tom Alstott, EMCOR, reported that the contract was received a few weeks ago for the control work within the Courthouse. A kick-off meeting will be held sometime in the middle of December with the expectation to begin work on-site the first or second week of January. Per the contract, only two invoices will be issued for this job. The expected completion date for this project is around the end of February.

REQUEST TO REFILL POSITION / SHERIFF: Sheriff Risner reported that he has had a Merit Deputy resign. Permission to refill the position was requested. Mr. Maxwell made the motion to approve the request to refill the position. Mr. Walstra seconded and the motion carried.

HEA 1269 / MEDICAID PROPOSAL: Sheriff Risner stated that two (2) quotes were submitted at last month's meeting. Quality Correctional Care has offered to send a representative to a meeting if requested. Attorney Beaver stated that he has reviewed the documents from Wabash Valley and Quality Correctional Care. Wabash Valley's contract would promise four (4) hours per week; however, the contract does not guarantee that they would do every application for every inmate that wants it.

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HEA 1269 / MEDICAID PROPOSAL CON'T: The Quality Correctional Care contract is based on a cost per application. Attorney Beaver stated that he feels that with the way the numbers work out, the contract with Quality Correctional Care would be in Jasper County's favor. A greater array of services would also be performed by Quality Correctional Care. Attorney Beaver stated that he has also reviewed the FSSA letter and FAQ's regarding the other part of the statute. An email has been sent to FSSA requesting further information. Attorney Beaver stated that where the County is currently responsible for all dollars paid to the hospital, the people who are now eligible would turn in a Medicaid claim form to FSSA. FSSA would pay a portion and there would also be a federal matching of that percentage. Attorney Beaver stated that under the contract, the County would reimburse FSSA the State's portion; however, there would still be a federal subsidy coming through and so I assume there would be a savings to the County from what it is now.

ANNUAL SALARY CONTRACT / SHERIFF: Sheriff Risner presented his annual salary contract for approval. An increase in the amount has been requested. Sheriff Risner stated that he has not requested an increase in the last three (3) years. Under the statute guidelines, the Sheriff's salary is equal to 60% of the Prosecutor's salary for a county our size. The minimum amount is \$82,500.00. The Council approved \$84,000.00; however, Sheriff Risner stated that he has agreed upon \$83,000.00 and will not request an increase next year. Mr. Maxwell made the motion to approve the salary contract for Sheriff Risner. Mr. Walstra seconded and the motion carried.

RADIO COMMUNICATIONS TOWER: A meeting is scheduled for this week with Motorola and their subsidiaries in regards to the radio communications tower. Sheriff Risner reported that the access road has been placed.

INDIANA'S BICENTENNIAL / 2016: Karen Wilson, EMA Director, stated that she was asked by Mr. Culp to serve as the Bicentennial Chair for Jasper County. Sheila Schroeder, Jasper County Economic Development, will be assisting with the event. Ms. Wilson explained that the Bicentennial will be a yearlong, ongoing event. Ms. Schroeder reviewed a letter that will be distributed to Civic organizations throughout Jasper County as well as each of the Town Councils. Appointments will be made to discuss their ideas to promote Jasper County. The statewide torch relay is scheduled to come through Jasper County on October 11, 2016. A torch bearer nomination form is available online as well as several locations throughout the County. The official kick-off celebration will take place on December 11, 2015 at the Statehouse Library in Indianapolis.

EXTENSION / PURDUE EMPLOYEES: Bryan Overstreet, Extension Educator, was present to update the Commissioners on the recess that the Purdue University Board of Trustees granted their employees over the Christmas period. The recess will be on December 28, 29 and 30. These three days are in addition to approved University holidays already scheduled on December 24, 25, 31 and January 1, 2016. The purpose of the recess is to allow Purdue employees additional time to enjoy with family and friends during the holidays. The office will remain open and staffed by the County employees.

AMENDMENT / EXTENSION CONTRACTUAL SERVICES AGREEMENT: Bryan Overstreet reported that the Council approved moving Alice Smith up to 3 ½ days. Amendment #1 to the Extension Contractual Services Agreement between Purdue University and Jasper County was distributed for approval. The total amount of the services is \$84,364.00. Mr. Maxwell made the motion to approve Amendment #1 to the Extension Contractual Services Agreement. Mr. Walstra seconded and the motion carried.

Mr. Overstreet also reported that the Annual Meeting will take place on Tuesday, November 10 at 6:00 P.M.

At this time, there was a short break.

EMPLOYEE BONDS / NEW REQUIREMENTS: Stace Pickering, Consolidated Insurance, reported that the State recently changed the laws regarding bonds for public officials which will affect the County in two ways. The first is that there are a handful of bonds that will basically need replaced with a different type of bond. The second is that there are new bonding requirements for any employee who handles money. These requirements are going in line with the risk assessment that Attorney Beaver is currently working on.

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COMMISSIONERS MEETING SCHEDULE FOR THE YEAR 2016: Mr. Walstra made a motion to approve the following Commissioners Meeting Schedule for the year 2016. Mr. Maxwell seconded and the motion carried. Please note that the February, July and September meetings do not fall on the 1st Monday of the month

Monday, January 4
Monday, February 8
Monday, March 7
Monday, April 4
Monday, May 2
Monday, June 6
Tuesday, July 5
Monday, August 1
Tuesday, September 6
Monday, October 3
Monday, November 7
Monday, December 5
Tuesday, December 27
* * * * *
2017
Tuesday, January 3

2016 HOLIDAY SCHEDULE: Mr. Walstra made a motion to approve the following 2016 Holiday Schedule. Mr. Maxwell seconded and the motion carried.

Friday, January 1	New Year's Day
Monday, January 18	Martin Luther King, Jr. Day
Monday, February 15	Presidents Day
Friday, March 25	Good Friday
Tuesday, May 3	Primary Election Day
Monday, May 30	Memorial Day
Monday, July 4	Independence Day
Monday, September 5	Labor Day
Monday, October 10	Columbus Day
Tuesday, November 8	General Election Day
Friday, November 11	Veterans Day Holiday
Thursday, November 24	Thanksgiving Day
Friday, November 25	Thanksgiving Holiday
Friday, December 23	Christmas Holiday
Monday, December 26	Christmas Holiday

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2017
Monday, January 2 New Year's Day Holiday

COMPENSATORY TIME / REQUEST TO EXTEND: Mr. Walstra made the motion to approve the following requests to extend compensatory time until the end of December, 2015: Kara Fishburn, Deputy Clerk; Donna Moore, Deputy Clerk; Carol Minter, Deputy Clerk; Leslie Davisson, SWCD; Mary Scheurich, Director / Planning & Development; Regina Coulter, Community Corrections; Patrick Donnelly, Veteran Service Officer; Bud Justice, Maintenance; and Harry Carney, Maintenance. Mr. Maxwell seconded and the motion carried.

EMPLOYEE BONDS: Mr. Maxwell made the motion to approve the following employee bonds: Idamae Winter, Deputy Auditor; Shannon Kellner, Deputy Auditor; Dawn Hoffman, Assessor; Vickie Bozell, Clerk; Terry J. Risner, Sheriff; Carla Anderson, Treasurer; and Tammy McEwan, Deputy Treasurer. Mr. Walstra seconded and the motion carried.

ADA TRANSITION PLAN / PROWAG: Mr. Haberlin stated that we recently updated our ADA Transition Plan; however, in doing so, we left out what is referred to as PROWAG (Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way). Mr. Walstra made the motion to approve the addition of the PROWAG into the County's ADA Transition Plan. Mr. Maxwell seconded and the motion carried.

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COUNTY BRIDGES / RANKING: Jack Haberlin reported that he recently attended bridge conference where there was a new book available titled “2015 Statewide Bridge Efficiency Rating”. Jasper County was ranked 3rd out of the State.

FALL CONFERENCE / COMMUNITY CORRECTIONS: William Wakeland, Director of Jasper County Community Corrections, has informed the Commissioners per letter that Melinda Scheffer, Work Release Supervisor; Wanda Schultz, Correctional Officer; and Sherri Rotkovich, Electronic Monitoring Officer, will be attending the IACCAC Fall Conference in Indianapolis on November 18th and 19th. The training is on Evidence Based Practice and their use in Corrections. The cost of the training, hotel rooms and meals will be paid out of the Project Income Fund. Mr. Maxwell made the motion to approve. Mr. Walstra seconded and the motion carried.

JASPER COUNTY CODE: Attorney Beaver reported that we did receive one proposal in regards to the project to update the Jasper County Code. Contact has been made with two other companies. An email was sent from the company in Florida with several questions that Attorney Beaver is in the process of responding to. The second is an outfit out of Seattle. This individual is an attorney who has requested that the request for proposals be rewritten and readvertised. Attorney Beaver stated that he does not feel that is necessary and he will work with them in regards to their issues with the wording. Attorney Beaver will continue to work with all of the companies and provide an update at the next meeting.

TAX WARRANTS / FILING FEE: At the October meeting, Sheriff Risner presented a tax warrant notification from Steuben County where a \$25.00 service of process fee is collected when they perform service of tax warrants. Attorney Beaver stated that he has reviewed the statute that is cited within the notification from Steuben County and it did not go with what he was thinking would be appropriate. Upon speaking with an individual from the Department of Revenue, there was a change in the law that increased the fee from \$13.00 to \$25.00 and it does provide that the Sheriff can collect the fee for serving tax warrants. However, it's still not clear to me as to who pays that fee. It could be that the Department of Revenue would pay it rather than the taxpayer. I also need a little more information as to where this money will go.

MEMORANDUM OF TOWER LEASE AGREEMENT: At the October meeting, the Lease Agreement with Midway Electronics was approved. Attorney Beaver explained that a lot of times when you do a contract involving real estate, there will be a smaller memorandum that will be the document that gets recorded in the Recorder's Office. Attorney Randle has prepared and Attorney Beaver has reviewed and approved the Memorandum of Tower Lease Agreement.

ORDINANCE / JASPER COUNTY RISK MANGEMENT BOARD: In regards to the Department of Justice audit, Attorney Beaver stated that the determination was made at the October meeting to form a Risk Management Committee that would hold public meetings and take care of the risk management functions. A request has been approved to move the deadline to respond to the audit finding to December 15, 2015. Attorney Beaver presented an ordinance establishing the Jasper County Risk Management Board as an entity that is independent of the Department of the Government of Jasper County to perform risk management. Mr. Walstra made the motion to approve **Ordinance No. 11-02-2015A**. Mr. Maxwell seconded and the motion carried.

Attorney Beaver stated that he will be meeting with Christine Haskell, Prosecuting Attorney; Kim Hitchcock, IV-D Administrator; and an individual from the State in regards to their child support fund. Attorney Beaver stated that one of his thoughts as to what needs to be done as part of the risk assessment is to evaluate how some of these funds are managed. As part of this assessment, Attorney Beaver stated that one of his thoughts would be to get a list of all of the accounts, determine who has the ownership of these accounts, and interview the department heads as to the functions of those accounts. This would then become one of the procedures that would be eventually generated for the Risk Management Committee to propose to the Commissioners.

FIDLAR / RECORDER: Attorney Beaver stated that he presented the Commissioners with an ordinance in September that ratified the last 3-year extension that Fidlar had prepared but did not present for the Commissioners' signatures. That 3-year extension will expire on December 15, 2015. Attorney Beaver stated that he hopes to have some issues resolved with the extension by the next meeting.

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TRAINING / AUDITOR: Kim Grow, Auditor, requested permission for herself and one deputy to attend training in South Bend on Thursday, November 5. Mr. Walstra made the motion to approve the request. Mr. Maxwell seconded and the motion carried.

There being no further business, Mr. Walstra made the motion to continue the meeting until Monday, November 16, 2015 at 10:00 A.M. Mr. Maxwell seconded and the motion carried.

JASPER COUNTY BOARD OF COMMISSIONERS:

Kendell Culp, President

James A. Walstra, Vice President

Richard E. Maxwell, Member

ATTEST:

Kimberly K. Grow, Auditor of Jasper County

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